

Adopt Saf-C 8000 to read as follows:

CHAPTER Saf-C 8000 LICENSING OF FUEL GAS FITTERS

Statutory Authority: RSA 153:28

PART Saf-C 8001 PURPOSE AND SCOPE

Saf-C 8001.01 Purpose. The purpose of these rules is to establish the procedures and guidelines for the licensing of fuel gas fitters in New Hampshire.

Saf-C 8001.02 Scope

- (a) These rules shall establish standards for the minimum requirements for education, field experience and testing for applicants seeking licensure to become a fuel gas fitter in the following categories:
 - (1) Individuals engaged in the installation of residential and non-residential gas appliances and any other gas utilization equipment using liquefied propane gas or natural gas;
 - (2) Individuals engaged in the servicing and repair of residential and non-residential gas appliances and any other gas utilization equipment using liquefied propane gas or natural gas;
 - (3) Individuals engaged in the installation, servicing, or removal of gas piping for residential and non-residential gas appliances and any other gas utilization equipment using liquefied propane gas or natural gas and
 - (4) Individuals engaged in the installation, servicing or repair of hearth systems using liquefied propane gas or natural gas.
- (b) These rules shall not apply to anyone who:
 - (1) Performs fuel gas fitting within an existing single family, stand alone structure owned or occupied by the person who is performing the fuel gas fitting work; or
 - (2) Performs tasks covered by the federal and state regulation of public utilities, pursuant to RSA 153:36, II.

PART Saf-C 8002 DEFINITIONS

Saf-C 8002.01 “Commissioner” means the commissioner of the department of safety or his designee.

Saf-C 8002.02 “Fuel gas fitter” means “fuel gas fitter” as defined in RSA 153:27, II

Saf-C 8002.03 “Fuel gas fitting” means “fuel gas fitting” as defined in RSA 153:27, III.

Saf-C 8002.04 “Gas Utilization Equipment” means any device that uses gas as a fuel or

raw material or both.

Saf-C 8002.05 “Hearth system installation and service technician” means “hearth system installation and service technician” as defined in RSA 153:27, IV.

Saf-C 8002.06 “Liquefied propane gas” means Liquefied petroleum gas.

Saf-C 8002.07 “Liquefied propane installation technician” means “liquefied propane installation technician” as defined in RSA 153:27, V.

Saf-C 8002.08 “Liquefied propane service technician” means “liquefied propane service technician” as defined in RSA 153:27, VI.

Saf-C 8002.09 “License” means “license” as defined in RSA 153:27, VII.

Saf-C 8002.10 “National Fuel Gas Code” means the NFPA 54 pamphlet published by the National Fire Protection Association adopted pursuant to authority granted by RSA 153:5.

Saf-C 8002.11 “Natural gas installation technician” means “natural gas installation technician” as defined in RSA 153:27, VIII.

Saf-C 8002.12 “Natural gas service technician” means “natural gas service technician” as defined in RSA 153:27, IX.

Saf-C 8002.13 “Person” means “person” as defined in RSA 153:27, X.

Saf-C 8002.14 “Piping installer” means “piping installer” as defined in RSA 153:27, XI.

Saf-C 8002.15 “Point of delivery” means from the outlet of the gas meter, second stage regulator, or the outlet of the integral two-stage or single stage regulator.

PART Saf-C 8003 GENERAL RULES

Saf-C 8003.01 General License Rules.

- (a) No person shall engage in the business or work as a fuel gas fitter unless the person is lawfully licensed as provided by this chapter.
- (b) No license shall be granted to any person less than 18 years of age.
- (c) An initial license shall be issued for 2 years, except that it shall expire on the last day of the month of the holder’s birth.
- (d) Unless otherwise stated in these rules, all applications and documentation shall be signed by the applicant under the penalty of unsworn falsification pursuant to RSA 641:3.

Saf-C 8003.02 Trainees. A person who is in the process of meeting the requirements of Saf-C 8004 shall be issued a license that is clearly marked “**IN TRAINING**”. A person licensed under this section shall be supervised on a basis of no

more than two trainees for any one person holding any one of the specialty licenses specified in Saf-C 8004.

Saf-C 8003.03 Testing. All new applicants shall successfully pass a written test with a score of at least 75%, including NFPA 54, National Fuel Gas Code, relevant to the educational requirements set forth in each of the specialty licenses listed in Saf-C 8004.

Saf-C 8003.04 Education. All new applicants shall demonstrate completion of the educational requirements for the specialty license applied for by certificate or other means of proof of completion of the required educational training.

Saf-C 8003.05 Existing Technicians as of January 1, 2007.

(a) Technicians working in gas fitting prior to January 1, 2007 and applying for a license prior to January 1, 2009 may apply for a license by providing the following:

(1) An affidavit, signed and notarized by the technician, that the technician has:

- a. A minimum of 8,000 hours of field experience relevant to the installation and service of gas appliances and equipment; and
- b. Has received educational training for installation and service of gas appliances and equipment.

(b) At the first renewal of the technician's license, the technician shall provide proof of completion of an 8 hour NFPA 54 National Fuel Gas Code class or an approved test on NFPA 54 National Fuel Gas Code. This shall be in addition to the required continuing education pursuant to Saf-C 8008.02 (a)(4). An individual that fails to meet this requirement shall be required to meet all requirements for new applicants.

PARTA Saf-C 8004 SPECIALTY LICENSES

Saf-C 8004.01 Piping Installer

(a) A piping installer specialty license shall be provided to individuals who install propane and natural gas piping from the point of delivery to gas appliance(s) or other gas utilization equipment.

(b) To qualify for a gas piping installer license, an individual shall demonstrate the following:

- (1) A minimum of 48 hours of educational training which covers the following subject matter:
 - a. Basic gas theory involving a thorough understanding of the physical properties and characteristics of propane and natural gas;
 - b. Piping installation involving review of gas pipe sizing, gas pipe material selection, proper installation, pressure and leak testing of gas

distribution piping and appliances;

c. NFPA 54, National Fuel Gas Code, as it relates to a. and b. above;
and

(2) A minimum of 1,000 working hours of on-the-job experience in the trade relevant to the installation of gas piping within 12 consecutive months.

Saf-C 8004.02 Liquefied Propane Gas Installation Technician

(a) A liquefied propane gas installation technician specialty license shall be provided to any individual engaged in the installation of propane gas piping from the point of delivery to the appliance(s) and/or the installation of gas appliances and any other gas utilization equipment using liquefied petroleum gas.

(b) To qualify for a liquefied propane gas installation technician specialty license an individual shall demonstrate the following:

(1) A minimum of 72 hours of educational training in the following subject matter:

a. Basic gas theory involving a thorough understanding of the physical properties and characteristics of propane;

b. Liquefied propane gas piping installation involving gas pipe sizing, gas pipe material selection, proper installation, pressure and leak testing of propane gas distribution piping and appliances;

c. Placing propane utilization equipment into service while controlling propane/air mixtures for proper combustion;

d. Liquefied propane gas equipment installation including clearance to combustibles, combustion, dilution, and ventilation air requirements to determine if a space is confined or unconfined;

e. Liquefied propane gas equipment venting including venting categories, vent materials, vent sizing and clearances.

f. NFPA 54, National Fuel Gas Code, as it relates to the items above.

(2) A minimum of 2000 hours of field experience relevant to the installation of liquefied propane gas piping liquefied propane gas appliances or liquefied propane gas utilization equipment within 24 consecutive months.

(c) Notwithstanding any rule to the contrary, a person holding a Gas Piping Installer's license pursuant to Saf-C 8004.01 shall demonstrate:

(1) By successful completion of a formal educational program of at least 24 hours approved pursuant to Saf-C 8008 in the subject matter prescribed by (b)(1) c - f above; and

- (2) A minimum of 1,000 hours of field experience relevant to the installation of liquefied propane gas appliances or liquefied propane gas utilization equipment within 12 consecutive months.

Saf-C 8004.03 Natural Gas Installation Technician

- (a) A natural gas installation technician specialty license shall be provided to individuals engaged in the installation of natural gas piping from the point of delivery to the appliance(s) and/or the installation of residential or non-residential gas appliances or other gas utilization equipment using natural gas.

- (b) To qualify for a natural gas installation technician specialty license an individual shall demonstrate the following:

- (1) A minimum of 72 hours of educational training in the following subject matter:

- a. Basic gas theory involving a thorough understanding of the physical properties and characteristics of natural gas;
- b. Natural gas piping installation involving gas pipe sizing, gas pipe material selection, proper installation, pressure and leak testing of natural gas distribution piping and appliances;
- c. Placing natural gas utilization equipment into service while controlling natural gas/air mixtures for proper combustion.
- d. Natural gas equipment Installation including clearance to combustibles, combustion, dilution, and ventilation air requirements to determine if a space is confined or unconfined
- e. Natural gas equipment venting including venting categories, vent materials, vent sizing and clearances.
- f. NFPA 54, National Fuel Gas Code, as it relates to the items above.

- (2) The applicant shall demonstrate a minimum of 2000 hours of field experience relevant to the installation of natural gas piping, natural gas appliances or natural gas utilization equipment within 24 consecutive months.

- (c) Notwithstanding any rule to the contrary, a person holding a Gas Piping Installer's license pursuant to Saf-C 8004.01 shall demonstrate:

- (1) By successful completion of a formal educational program of at least 24 hours approved pursuant to Saf-C 8008 in the subject matter prescribed by (b)(1)c - f above; and

- (2) A minimum of 1,000 hours of field experience relevant to the installation of natural gas appliances or natural gas utilization equipment within 12 consecutive months.

Saf-C 8004.04 Liquefied Propane Gas Service Technician

(a) A liquefied propane gas service technician specialty license shall be provided to individuals engaged in the servicing and repair of liquefied propane gas piping from the point of delivery to the appliance(s) and/or the service and repair of residential or non-residential gas appliances and any other gas utilization equipment using liquefied propane gas.

(b) An applicant for the liquefied propane gas service technician specialty license, pursuant to this section, shall demonstrate the following:

(1) A minimum of 96 hours of educational training in the following subject matter:

- a. All of the criteria specified in Saf-C 8004.02 (b) (1); and
- b. Troubleshooting electrical circuits and control devices while measuring electrical quantities using an electrical meter;
- c. Identifying operating characteristics and components of common sensing devices;
- d. Gas pressure measurements including supply and appliance burner pressure detection;
- e. Ignition safety systems including the 100 percent pilot safety shut-off and other electronic safety shut-off devices;
- f. Flue gas analysis and carbon monoxide detection; and
- g. NFPA 54, National Fuel Gas Code, as it relates to the items above.

(2) The applicant shall demonstrate a minimum of 5000 hours of field experience relevant to the installation of liquefied propane gas piping, liquefied propane gas appliances or liquefied propane gas utilization equipment within 48 consecutive months.

(c) Notwithstanding any rule to the contrary, a person holding a Liquefied Propane Gas Installation Technician license pursuant to Saf-C 8004.02 shall demonstrate:

- (1) By successful completion of a formal educational program of at least 24 hours approved pursuant to Saf-C 8008 in the subject matter prescribed by (b)(1) b – g above; and
- (2) A minimum of 2,000 hours of field experience relevant to the service of liquefied propane gas appliances or liquefied propane gas utilization equipment within 24 consecutive months by affidavit documenting employment

Saf-C 8004.05 Natural Gas Service Technician

- (a) A natural gas service technician specialty license shall be provided to individuals engaged in the servicing and repair of natural gas piping from the point of delivery to the appliance(s) and/or the service and repair of residential or non-residential gas appliances and any other gas utilization equipment using natural gas.
- (b) An applicant for the natural gas service technician specialty license, pursuant to this section, shall demonstrate the following:
 - (1) A minimum of 96 hours of educational training in the following subject matter:
 - a. All of the criteria specified in Saf-C 8004.03 (b) (1);
 - b Troubleshooting electrical circuits and control devices while measuring electrical quantities using an electrical meter.
 - c. Identifying operating characteristics and components of common sensing devices.
 - d Gas pressure measurements including supply and appliance burner pressure detection.
 - e. Ignition safety systems including the 100 percent pilot safety shut-off and other electronic safety shut-off devices.
 - f. Flue gas analysis and carbon monoxide detection; and
 - g. NFPA 54, National Fuel Gas Code, as it relates to the items above.
 - (2) The applicant shall demonstrate a minimum of 5000 hours of field experience relevant to the installation of natural gas piping, natural gas appliances or natural gas utilization equipment within 48 consecutive months.
- (c) Notwithstanding any rule to the contrary, a person holding a Natural Gas Installation Technician license pursuant to Saf-C 8004.03 shall demonstrate:
 - (1) By successful completion of a formal educational program of at least 24 hours approved pursuant to Saf-C 8008 in the subject matter prescribed by (b)(1) b – g above; and
 - (2) A minimum of 2,000 hours of field experience relevant to the service of natural gas appliances or natural gas utilization equipment.

Saf-C 8004.06 Hearth System Installation and Service Technician

- (a) A hearth system installation and service technician specialty license shall be provided to individuals engaged in the installation, servicing, and repair of liquefied propane gas or natural gas hearth appliances and venting systems.

(b) An applicant for the hearth system installation and service technician specialty license shall demonstrate the following:

(1) A minimum of at least 48 hours of educational training which covers the following subject matter:

- a. Basic gas theory involving a thorough understanding of the physical properties and characteristics of propane;
- b. Liquefied propane gas and natural gas piping installation involving gas pipe sizing, gas pipe material selection, proper installation, pressure and leak testing of propane gas and natural gas distribution piping and appliances;
- c. Placing propane and natural gas utilization equipment into service while controlling propane/air mixtures for proper combustion;
- d. Liquefied propane gas and natural gas equipment installation including clearance to combustibles, combustion, dilution, and ventilation air requirements to determine if a space is confined or unconfined;
- e. Liquefied propane gas and natural gas equipment venting including venting categories, vent materials, vent sizing and clearances;
- f. Diagnostics of hearth system appliances;
- g. Troubleshooting hearth system appliances;
- h. Gas Pressure measurements and detection, flue gas analysis and leak detection;
- i. Ignition control systems; and
- j. NFPA 54, National Fuel Gas Code, as it relates to the items above.

(2) The applicant shall demonstrate a minimum of 2000 of field experience relevant to the installation and service of hearth appliances and hearth appliance venting systems within 48 consecutive months.

PART Saf-C 8005 ORIGINAL LICENSE

Saf-C 8005.01 Application for Original License.

(a) An applicant for an original specialty license(s) shall submit the following to the state fire marshal's office:

- (1) A completed initial application, form DSFM 123;
- (2) The applicable fee, as set forth in Saf-C 8009.01;
- (3) Evidence of the required field experience set forth in these rules;

- (4) 2 passport size photos; and
- (5) A copy of documentation evidencing successful completion of the educational requirements for the applicable license(s), pursuant to these rules.
- (b) An incomplete application shall be returned to the applicant with an explanation as to why the application is being returned.

Saf-C 8005.02 Issuance of Original License.

- (a) An applicant who meets the educational and licensing requirements in accordance to these rules and who submits a completed application, pursuant to Saf-C 8005.01, shall be issued a pocket card and wall license.
- (b) The pocket card, DSFM 126, and wall certificate, DSFM 125, shall contain at minimum the following:
 - (1) The individual's name;
 - (2) The individual's photo;
 - (3) The license number;
 - (4) The type of specialty license;
 - (5) The date of issuance; and
 - (6) The expiration date of the license.
- (c) The wall certificate, DSFM 125, shall contain at minimum the following:
 - (1) The individual's name;
 - (2) The license number;
 - (3) The type of specialty license;
 - (4) The date of issuance; and
 - (5) The expiration date of the license.
- (c) All licenses issued shall expire on the last day of the month of the applicant's birthday, 2 years from the date of issuance.

Saf-C 8005.03 Change of Address.

- (a) All license holders shall notify the department in writing of any change of address within 30 days of such change.
- (b) Written notification shall be sent to the following address:

NH State Fire Marshal's Office
Division of Fire Safety

33 Hazen Drive
Concord, NH 03305

Saf-C 8005.04 Display of license. All license holders shall carry the pocket card when acting in the course of his or her trade and shall display the pocket card upon request of an inspector or customer.

PART Saf-C 8006 REQUEST FOR INACTIVE STATIS

Saf-C 8006.01 Request for Inactive Status of License.

- (a) Pursuant to RSA 153:30, II, a licensed fuel gas fitter who is a member of any reserve component of the armed forces of the United States or the National Guard and is called to active duty on inactive status may request that his or her license be placed on inactive status.
- (b) All requests shall be sent to the address set forth in Saf-C 8005.03(b) above and shall include government documentation of armed forces activation.

Saf-C 8006.02 Request for Reactivating Status of License

- (a) Within one year of discharge, the department shall return a licensed person to active status upon receipt of:
 - (1) Payment of the applicable renewal fee;
 - (2) Evidence of completion of current education requirements, unless still within the renewal period; and
 - (3) Proof of discharge by the armed forces on an approved government form.
- (b) If a licensee fails to request reactivation of his or license within one year of discharge, he or she shall have to make application for an original specialty license and meet all the applicable qualifications.

PART Saf-C 8007 RECIPROCITY

Saf-C 8007.01 Application for License by Non-New Hampshire License Holder

- (a) The department shall issue a license to any applicant who presents evidence of being authorized to perform these duties by another state, jurisdiction or country that maintains professional standards to be equivalent or higher than those set forth in these rules.
- (b) An applicant shall submit the following:
 - (1) Completed application, form DSFM 123;
 - (2) 2 passport sized photos; and
 - (3) Applicable fee as set forth in Saf-C 8009;

(c) Evidence of the required field experience for the applicable license, as set forth in Part Saf-C 8004; and

(d) Copy of:

- a. The license issued by another state, jurisdiction or country; and
- b. Documentation evidencing the other state, jurisdiction or country's professional standards.

PART Saf-C 8008 LICENSE RENEWAL

Saf-C 8008.01 Renewal Notice

(a) The department shall notify the license holder by first class mail, at least 30 days prior to the expiration of a license, of the following:

- (1) The date that the license expires; and
- (2) The requirements for the renewal of the license, pursuant to these rules.

(b) All renewal notices shall be sent to the license holder's last known address.

Saf-C 8008.02 Requirements for Renewal of License

(a) Prior to the expiration of his or her license, a license holder shall renew his or her specialty license(s) by submitting the following to the state fire marshal's office:

- (1) A completed application form DSFM 123;
- (2) 2 passport sized photos;
- (3) Applicable fee; and
- (4) Evidence of successful completion of a minimum of 8 hours of technical instruction relevant to the gas industry during the previous 24 consecutive months.

(b) For the purposes of (a)(4) above, the successful completion of the minimum 8 hours of technical instruction shall be applied to one or more specialty licenses and shall not mean that a minimum of 8 hours of technical instruction is required for each specialty license applied for.

Saf-C 8008.03 Issuance of Renewal License. An applicant who meets the re-licensing requirements, pursuant to Saf-C 8008.02, shall be issued a new pocket card and wall certificate.

Saf-C 8008.04 Late Renewals

(a) Notwithstanding any rule to the contrary, a license shall be renewed with payment of all applicable fees up to 90 days after the date of its expiration, retroactive to the date of

expiration, so long as all other requirements are met in accordance with these rules.

(b) A license holder who submits an application for renewal more than 90 days after the certificate expiration date shall be subject to all requirements governing new applicants under these rules

(c) A late fee shall be assessed against each renewal application that is received after 30 days from the license expiration date.

(d) A reinstatement fee shall be assessed against all renewal applications received after the license expiration date.

PART Saf-C 8009 APPLICATION AND LICENSE FEES

Saf-C 8009.01 Fees. The following fees shall apply:

(a) Application for an original specialty license is \$225.00.

(b) Renewal application fee for a specialty license is \$200.00.

(c) Late fee for renewal of specialty license is \$75.00.

(d) Reinstatement fee for each specialty license is \$125.00.

(e) Replacement of lost or damaged license is \$50.00.

(f) Application for original license by non-New Hampshire license holder is \$250.00.

Saf-C 8009.02 Fees for Multiple Specialty License Holders.

(a) An applicant for multiple specialty licenses shall pay the one fee, as set forth in Saf-C 8009.01.

(b) Notwithstanding (a) above, if an applicant applies for an additional specialty license to be added to an existing license issued pursuant to these rules, the applicant shall be assessed a fee of \$50.00.

PART Saf-C 8010 CRITERIA FOR ACCEPTING TRAINING OR TESTING PROGRAMS

Saf-C 8010.01 Application for Approval.

(a) An entity that wants to have its training program accepted under these rules shall submit to the state fire marshal the following:

(1) A short statement of which specialty license they want to have their training program evaluated for including but not limited to the educational

requirements set forth in Part Saf-C 8004;

(2) The training program's curriculum;

(3) A copy of the training program's educational materials; and

(4) A statement demonstrating:

a. The integrity and proctoring of exams;

b. The educational subject matter incorporated in the tests.

(c) Upon receipt of a request for approval of its training program, the state fire marshal shall schedule a time for the entity to provide a presentation to the commissioner or designee.

Saf-C 8010.02 Approval. The commissioner shall approve a training program, upon recommendation by the state fire marshal, that meets or exceeds the educational standards specified in these rules.

PART Saf-C 8011 HEARINGS AND COMPLAINTS

Saf-C 8011.01 Procedural Hearings. Unless otherwise provided, all hearings conducted by the department shall be conducted in accordance with the department's procedures for conducting hearings as set forth in Saf-C 200.

Saf-C 8011.02 Complaints

(a) Upon receipt of a complaint or information that alleges a license holder has committed fraud or misconduct, the commissioner shall review the complaint to determine whether the license holder has acted contrary to statutes or administrative rules.

(b) If the commissioner determines that a basis exists for administrative action, the bureau of hearings shall schedule a hearing and issue a notice thereof, in accordance with these rules and Saf-C 200.

Saf-C 8011.03 Suspension of License. A license shall be suspended if a finding has been made that the license holder has committed misconduct, as set forth in RSA 153:32, II

Saf-C 8011.04 Appeals Any person affected by a final decision of the commissioner may appeal such final decision pursuant to RSA 541.